



March 7, 2022

VIA EMAIL: [REDACTED]

Re: Public Records Act Request Received Via Email March 4, 2022

Dear [REDACTED]

This letter responds to your request for records under the California Public Records Act (Gov. §§ 6250 – 6276.48), received via email on March 4, 2022. You requested the following information:

“What if any payments do the directors receive for their role.”

In response to your request for information, attached via email is section 4.0 of Lake Arrowhead Community Services District Board Policies regarding compensation paid to our Board of Directors.

If you have any questions concerning this letter, please feel free to contact me at (909) 336 -7117 or kfield@lakearrowheadcsd.com.

Sincerely,

A handwritten signature in blue ink that reads "Kathleen Field".


Kathleen Field
Executive Assistant

Cc: Catherine Cerri, General Manager

Attachment via email

Water/Wastewater Systems
P.O. Box 700
Lake Arrowhead, CA 92352
(909) 336-7100
(909) 337-3145 Fax

EXHIBIT "A"

 LAKE ARROWHEAD COMMUNITY SERVICES DISTRICT BOARD POLICIES MANUAL	Section 4.0
	Revision Date 05/08/2018
BOARD MEMBER COMPENSATION AND RULES AND REGULATIONS REGARDING PAYMENT OF COMPENSATION	

4.1 Purpose

4.1.1 This section is enacted pursuant to Government Code Sections 53232.1 and 61047, to establish rules and regulations regarding payment of compensation for members of the Board of Directors of the Lake Arrowhead Community Services District.

4.2 Board Member Compensation

4.2.1 Members of the Board of Directors shall receive compensation of One Hundred Dollars (\$100) for each meeting of the Board attended by him/her, or for each day's service rendered as a Director by request of the Board, not exceeding six (6) days or \$600 in any calendar month. A "day of service" means each meeting conducted pursuant to the Ralph M. Brown Act regardless of whether or not the meetings are held on the same day and authorized meetings as defined in the following section.

4.3 Authorized Meetings

4.3.1 Regular Board meetings, Workshops, and Special Board meetings which are properly noticed and at which a quorum of the Board is in attendance.

4.3.2 Standing committee and Ad-Hoc committee meetings.

4.3.3 Legally required AB 1234 Ethics trainings and AB 1661 Sexual Harassment Prevention trainings.

4.3.4 Attendance at meetings that have been previously approved by the Board of Directors where attendance is in the best interests of the

District. Examples of such meetings include, but are not limited to:

- a) Association of California Water Agencies (ACWA), two Annual meetings and the meetings of ACWA Region 9.
- b) Attendance at the three annual conferences of the California Association of Sanitation Agencies (CASA).
- c) Attendance at the monthly meetings of the Association of San Bernardino County Special Districts (ASBCD).

Such meetings also include meetings that come to the attention of the General Manager and the District with insufficient time to seek Board approval at a regular Board meeting. At the General Manager's discretion, he/she may determine that attendance by a Board Member at these meetings is in the best interest of the District.

4.4 Authorization for Attendance at Meetings

The following is the procedure for obtaining approval for attendance at public meetings of other organizations, seminars, conferences, and other public meetings for which a Board member may be compensated when sufficient time to request such approval exist:

- 4.4.1** At each Regular Board meeting there will be an agenda item entitled "Board Member Meetings." This agenda item will allow Board members to seek Board prior approval for attendance at public meetings of other organizations, seminars, conferences, and other public meetings not previously planned for. Retroactive approval of non-authorized meetings is not allowed under the Government Code.

4.5 Meeting Attendance Reports.

- 4.5.1** A Board member who has attended an authorized meeting, seminar, or conference, as provided for in Section 4.3. or 4.4. of this Policy for which the Board member seeks compensation shall present a written report, and make a verbal report regarding the meeting, seminar, or conference at the next Regular Board meeting following such attendance.

4.6 Meeting and Conference Expense

- 4.6.1** Members of the Board of Directors shall be reimbursed for all actual expenses incurred in attending any meetings or in making any trips on official business of the Board when so authorized in accordance with Sections 4.3.3 and as allowed by Government Code Section 53232.2.
- 4.6.2** Reimbursement for the cost of the use of a personal vehicle shall be on the basis of total miles driven and at the rate specified in the Internal Revenue Service Guidelines in effect at the time of the vehicle usage.
- 4.6.3** Reimbursements and costs incurred by directors including meeting stipends shall be reported publicly as required by law.